



**CITY OF BRISTOL  
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Bristol Public Library  
(Requesting Department)

Date: February 12, 2021  
(Submission Date)

For the February 23, 2021 Board of Finance Meeting Agenda  
(Date of Meeting)

This request is for:  
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$ 1,010
- Transfer from Contingency \$ \_\_\_\_\_
- Transfer(s) \$ \_\_\_\_\_
- Grant \$ \_\_\_\_\_
- Carry-over(s) \$ \_\_\_\_\_
- Other

**Approval:**

This request was approved by the Board of \_\_\_\_\_  
(governing Board of your department)  
at its meeting held on \_\_\_\_\_  
(date)

  
\_\_\_\_\_  
(Department Head's signature)

**All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.**

Board of Finance Agenda Request Form

Reason for request: \$740 is to Appropriate Donation revenue received from several donors in memory of loved ones who have recently passed away.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
<b>1066010-471000-DONAT</b>	<b>Library Donations - REVENUE</b>	\$1,010
<b>1066010-581600-DONAT</b>	<b>Library Donations - Program Supplies - EXPENDITURE</b>	\$1,010

Transfer(s) complete the following:

<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____
<b>From:</b> _____	<b>To:</b> _____	<b>Amount:</b> _____

Grants:

Total Amount: Grant \$ \_\_\_\_\_

City Share \$ \_\_\_\_\_ %

Federal/State Share \$ \_\_\_\_\_ %

Carry-overs list the following:

Account	Account Name	Amount